

WEST VIRGINIA AERONAUTICS COMMISSION MEETING

MEETING REPORT

October 7, 2019 – 1:00 P.M.

**GRANT COUNTY AIRPORT
PETERSBURG, WEST VIRGINIA**

MEMBERS PRESENT

Gerald R. Sites, Chairman
Jason Foster, P.E., Chief Engineer/Special Programs Manager,
West Virginia Department of Transportation
(designated attendee on behalf of Secretary Byrd E. White, III)
Brian H. Thompson
James W. “Jay” Wallace

OTHERS IN ATTENDANCE

Sean D. Hill, Director
Tina Amburgey, Executive Assistant
Angela D. Talbott, Administrative Services Manager

See Attendance Sheets Attached
(Attachment 1)

1.0 Introduction

Chairman Gerald R. Sites called the meeting to order at 1:07 p.m. He asked everyone to stand and led the West Virginia Aeronautics Commission (WVAC) members and attendees in the Pledge of Allegiance. Chairman Sites then thanked everyone for attending and thanked the staff at Grant County Airport for the wonderful lunch. He asked everyone to go around the room and introduce themselves, and they did so. During introductions, WVAC Director Sean D. Hill thanked Chairman Sites and Grant County Airport for their hospitality, and Jason C. Foster, P.E., Special Programs Manager for the West Virginia Department of Transportation, mentioned that Secretary of Transportation Byrd White extended his apologies for not being able to attend. Mr. Foster said it was his pleasure to attend on Secretary White’s behalf. Chairman Sites thanked Mr. Foster for attending.

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2.0 Report of Last Meeting

Chairman Sites introduced the minutes of the last meeting and asked if anyone had any comments.

Brian H. Thompson moved that the August 6, 2019 meeting report be accepted, James W. Wallace seconded the motion, and the meeting report was unanimously approved.

3.0 Revenue Report – (Attachment 2)

Director Hill went over the Revenue Report for those in attendance. He stated that the current fuel tax revenue numbers are higher than normal for this time of year, so that is a positive thing. Director Hill also mentioned that Secretary White had given him his approval to request a higher budget at the Legislature's budget hearings in January or February. He stated that he was excited for the opportunity to inform the Legislature about the importance of our state's airports.

4.0 Grant Requests/Action Items – (Attachment 3)

4.1 Yeager Airport (Central West Virginia Regional Airport Authority)

FAA AIP: 3-54-0003-067-2019

Improve Airport Drainage

| | |
|----------------------------|----------------------|
| Total Project Cost: | \$ 2,930,000 |
| FAA Grant Amount: | \$ 2,637,000 |
| WVAC Grant Request: | \$ 146,500 |
| | (5% Fuel Tax) |

Yeager Airport Director Nick Keller stood and stated the project description and grant amount respectfully requested.

A motion was duly made by Brian H. Thompson, seconded by James W. Wallace, and this grant request was unanimously approved.

4.2 Fairmont Municipal Airport (Fairmont Marion County Regional Airport Authority)

FAA AIP: 3-54-0008-020-2019

Obstruction Removal

| | |
|----------------------------|----------------------|
| Total Project Cost: | \$ 102,000 |
| FAA Grant Amount: | \$ 91,800 |
| WVAC Grant Request: | \$ 5,100 |
| | (5% Fuel Tax) |

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Airport Authority President Tom Mainella stood and stated the project description and grant amount respectfully requested.

A motion was duly made by James W. Wallace, seconded by Brian H. Thompson, and this grant request was unanimously approved.

4.3 Upshur County Regional Airport (Buckhannon Upshur Airport Authority)

FAA AIP: 3-54-0039-033-2019

Construct Building (Reimbursement)

| | |
|----------------------------|----------------------|
| Total Project Cost: | \$ 169,692 |
| FAA Grant Amount: | \$ 152,723 |
| WVAC Grant Request: | \$ 8,484 |
| | (5% Fuel Tax) |

Chapman Technical Group Consultant Brian Huffman stood and stated that he was representing Upshur County Regional Airport. On behalf of the airport, he stated the project description and grant amount respectfully requested.

A motion was duly made by Brian H. Thompson, seconded by James W. Wallace, and this grant request was unanimously approved.

4.4 Kee Field (Wyoming County Airport/ Wyoming County Commission)

FAA AIP: 3-54-0020-017-2019

Rehabilitate Runway 8-26

| | |
|----------------------------|----------------------|
| Total Project Cost: | \$ 396,902 |
| FAA Grant Amount: | \$ 357,211 |
| WVAC Grant Request: | \$ 19,845 |
| | (5% Fuel Tax) |

Chapman Technical Group Consultant Melissa Defibaugh stood and stated that she was representing Kee Field/Wyoming County Airport. On behalf of the airport/field, she stated the project description and grant amount respectfully requested.

A motion was duly made by Brian H. Thompson, seconded by James W. Wallace, and this grant request was unanimously approved.

4.5 Braxton County Airport (Braxton County Airport Authority)

FAA AIP: 3-54-0026-020-2019

Construct 8-Unit T-Hangar, Phase II - Construction

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|----------------------------|----------------------|
| Total Project Cost: | \$ 935,584 |
| FAA Grant Amount: | \$ 842,026 |
| WVAC Grant Request: | \$ 46,779 |
| | (5% Fuel Tax) |

Airport Director Patrick O'Malley stood and stated the project description and grant amount respectfully requested.

A motion was duly made by Jay W. Wallace, seconded by Brian H. Thompson, and this grant request was unanimously approved.

- 4.6 Appalachian Regional Airport
(Mingo County Airport Authority)**
FAA AIP: 3-54-0041-008-2019
**Project: Rehabilitate Runway 8-26 (Seal and Mark)
(5,000 LF) Rehabilitate Taxiways (Seal and Mark)
(3,300 LF) Rehabilitate Apron (Seal and Mark)
(175,000 LF)**

| | |
|----------------------------|----------------------|
| Total Project Cost: | \$ 270,737 |
| FAA Grant Amount: | \$ 243,663 |
| WVAC Grant Request: | \$ 13,536 |
| | (5% Fuel Tax) |

Mingo County Commission Grants Coordinator/Project Manager Leigh Ann Wells-Ray stood and stated the project description and grant amount respectfully requested.

A motion was duly made by Brian H. Thompson, seconded by James W. Wallace, and this grant request was unanimously approved.

- 4.7 Mercer County Airport
(Mercer County Airport Authority)**
FAA AIP: 3-54-0002-032-2019
Install Perimeter Fence

| | |
|----------------------------|----------------------|
| Total Project Cost: | \$ 920,587 |
| FAA Grant Amount: | \$ 828,528 |
| WVAC Grant Request: | \$ 46,029 |
| | (5% Fuel Tax) |

Mercer County Airport Clint Ransom stood and stated the project description and grant amount respectfully requested.

A motion was duly made by James W. Wallace, seconded by Brian H. Thompson, and this grant request was unanimously approved.

- 4.8 Morgantown Municipal Airport**

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(City of Morgantown)

FAA AIP: 3-54-0015-041-2019

Miscellaneous Airfield Upgrades Project

| | |
|----------------------------|----------------------|
| Total Project Cost: | \$ 1,129,407 |
| FAA Grant Amount: | \$ 1,016,467 |
| WVAC Grant Request: | \$ 56,470 |
| | (5% Fuel Tax) |

Morgantown Municipal Airport Director Jonathon Vrabel stood and stated the project description and grant amount respectfully requested.

A motion was duly made by Brian H. Thompson, seconded by James W. Wallace, and this grant request was unanimously approved.

4.9 Tri State Airport

(Tri State Airport Authority)

FAA AIP: 3-54-0010-059-2019

**Improve Airport Drainage – SRE Building
and Taxiway F Slide Repair**

| | |
|----------------------------|----------------------|
| Total Project Cost: | \$ 2,705,596 |
| FAA Grant Amount: | \$ 2,435,036 |
| WVAC Grant Request: | \$ 135,279 |
| | (5% Fuel Tax) |

Tri-State Airport Assistant Director Michael Todd Wentz stood and stated the project description and grant amount respectfully requested.

A motion was duly made by Brian H. Thompson, seconded by James W. Wallace, and this grant request was unanimously approved.

4.10 Tri State Airport

(Tri State Airport Authority)

FAA AIP: 3-54-0010-060-2019

**Improve RSA 12/30
(Adjacent to GA Development)**

| | |
|----------------------------|----------------------|
| Total Project Cost: | \$ 3,795,839 |
| FAA Grant Amount: | \$ 3,416,255 |
| WVAC Grant Request: | \$ 189,791 |
| | (5% Fuel Tax) |

Tri-State Airport Assistant Director Michael Todd Wentz stood and stated the project description and grant amount respectfully requested.

A motion was duly made by Brian H. Thompson, seconded by James W. Wallace, and this grant request was unanimously approved.

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4.11 Grant County Airport (Grant County Airport Authority)

FAA AIP: 3-54-0019-022-2019

Construct 6-Unit T-Hangar, Phase I - Design

Total Project Cost: \$ 94,445

FAA Grant Amount: \$ 85,000

WVAC Grant Request: \$ 4,722

(5% Fuel Tax)

Grant County Airport Authority Treasurer Roy Martin stood and stated the project description and grant amount respectfully requested.

A motion was duly made by James W. Wallace, seconded by Brian H. Thompson, and this grant request was unanimously approved.

4.12 Philippi -Barbour County Regional Airport (Philippi-Barbour County Regional Airport Authority)

FAA AIP: 3-54-0040-020-2019

Construct Building (Box Hangar) Phase 2 - Reimbursement

Total Project Cost: \$ 98,879

FAA Grant Amount: \$ 88,991

WVAC Grant Request: \$ 4,943

(5% Fuel Tax)

Chapman Technical Group Consultant Melissa Defibaugh stated that she was representing Philippi-Barbour County Regional Airport. She stood and stated the project description and grant amount respectfully requested on behalf of Philippi-Barbour County Regional Airport.

A motion was duly made by Brian H. Thompson, seconded by James W. Wallace, and this grant request was unanimously approved.

4.13 MOTION – AIP Matching Funds Application Process

WVAC Director Sean D. Hill explained the nature of the motion and read the full motion for the Commission members and attendees.

A motion was duly made by James W. Wallace, seconded by Brian H. Thompson, to accept the motion as presented by Director Sean D. Hill, and this motion was unanimously approved.

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5.0 Discussion Items

5.1 Director's Report –Director Sean D. Hill – (Attachment 4)

Director Hill reviewed his written report for attendees.

5.2 Independent Auditor's Reports/Airport Oversight

Director Hill requested that each airport director/manager/sponsor submit his/her airport's independent financial audit reports as they are available.

5.3 Airport Access Discussion

Commission members Brian H. Thompson and James W. Wallace discussed airport gate security at state-funded airport facilities. Mingo County Commission Grants Coordinator/Project Manager Leigh Ann Wells-Ray stated that Appalachian Regional Airport does have a gate and explained the reasoning behind it.

Commission Member James W. Wallace stated that he believed that there was a disconnect between the public (taxpayers) and airports when it comes to airport security needs and policies. Mr. Wallace requested that Matt DiGiulian (FAA), the West Virginia Airport Managers Association, and the WVAC discuss the issue further and try to find a solution.

Jonathan Vrabel suggested that the WVAC also look up the State of Michigan Airports Commission regarding their statewide code for all General Aviation Airports so that the WVAC would have an idea of what another state has done.

5.4 New Business – Presentation of Gubernatorial Proclamation Proclaiming October as General Aviation Month in West Virginia – (Attachment 5)

West Virginia Department of Transportation Chief Engineer and Special Programs Manager Jason Foster, PE, Secretary of Transportation Byrd E. White, III's designee, stood and read Governor Justice's proclamation proclaiming October 2019 as General Aviation Month in West Virginia. When Chief Engineer Foster finished reading the proclamation, the group applauded. Chairman Sites thanked Chief Engineer Foster for taking the time to attend and share the proclamation. Chairman Sites and Chief Engineer Foster then presented the Governor's Proclamation to Grant County Airport Authority Treasurer Roy Martin.

5.5 Public Comment

Chairman Sites thanked the WVAC staff for planning and executing the meeting, and he thanked Chief Engineer Foster for attending on behalf of Secretary White.

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He also thanked Grant County Airport Authority Treasurer Roy Martin and the Grant County Airport staff for their hospitality.

Commission Members Brian H. Thompson and James W. Wallace thanked Chairman Sites and the staff at Grant County Airport for their hospitality.

6.0 Next Meeting

Chairman Sites announced that the next meeting of the WVAC would take place on January 16, 2020 at the State Capitol, as part of the third annual West Virginia Aviation Day at the Legislature.

7.0 Future Meetings

Director Hill announced that, moving forward, the WVAC would have three meetings per year instead of four. He stated that the meetings would take place in January (in conjunction with West Virginia Aviation Day at the Legislature), August (in conjunction with the West Virginia Aviation Conference), and October.

Brian H. Thompson made a motion to adjourn the meeting, James W. Wallace seconded the motion, and the motion to adjourn was unanimously approved.

Chairman Sites declared the meeting adjourned at 2:00 p.m.